Marine Corps Mobilization Processing System (MCMPS)
IA Cap Management Module
Training Session 3:
IA Record Data Entry/Edits – Marine & Order Info

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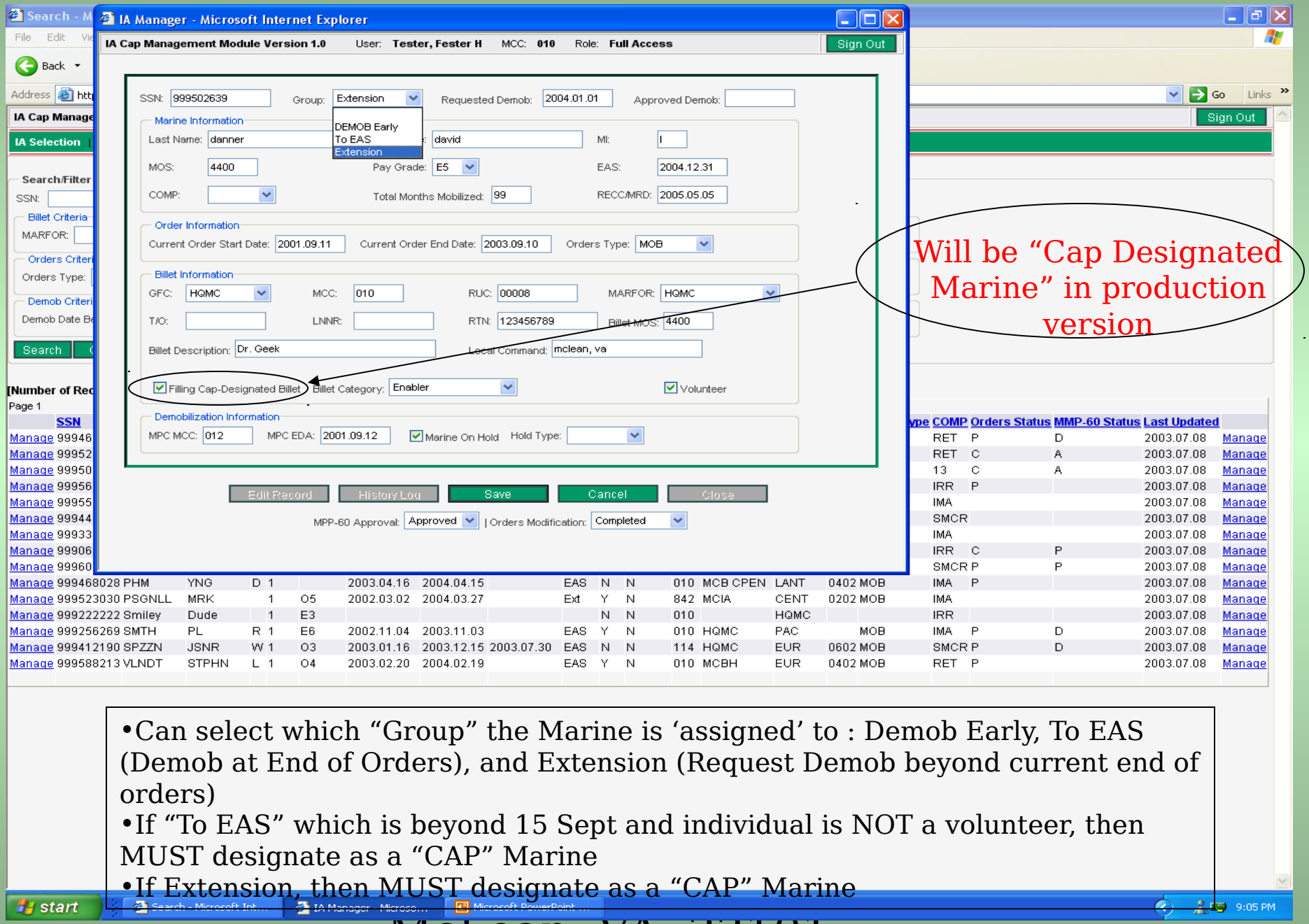
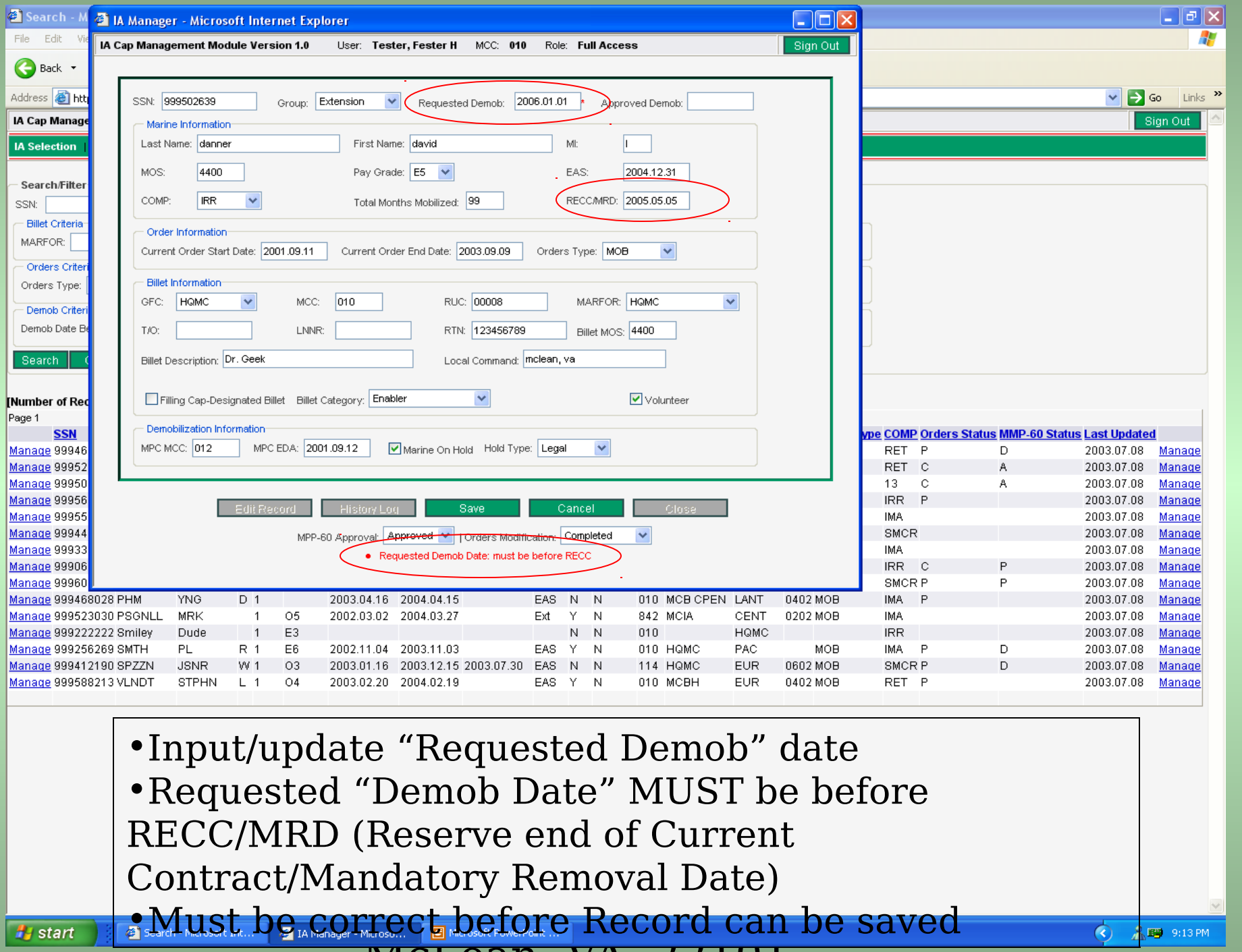
Training Session 3 – IA Record Data Entry/Edits – Marine & Order Info

- Lesson will guide users in procedures to update the Marine and Order Information for selected IA Record.

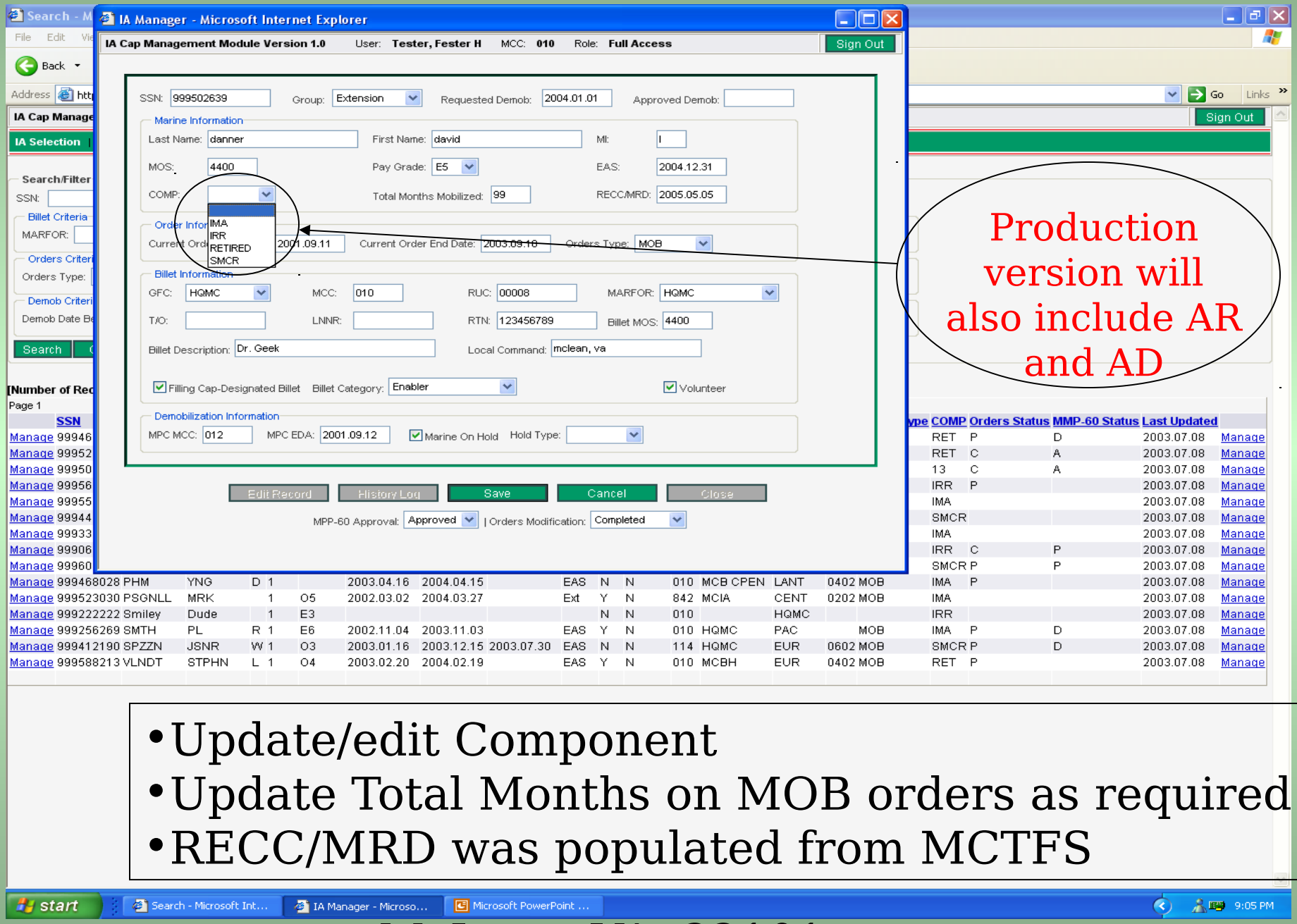


- Can select which “Group” the Marine is ‘assigned’ to : Demob Early, To EAS (Demob at End of Orders), and Extension (Request Demob beyond current end of orders)
- If “To EAS” which is beyond 15 Sept and individual is NOT a volunteer, then MUST designate as a “CAP” Marine
- If Extension, then MUST designate as a “CAP” Marine

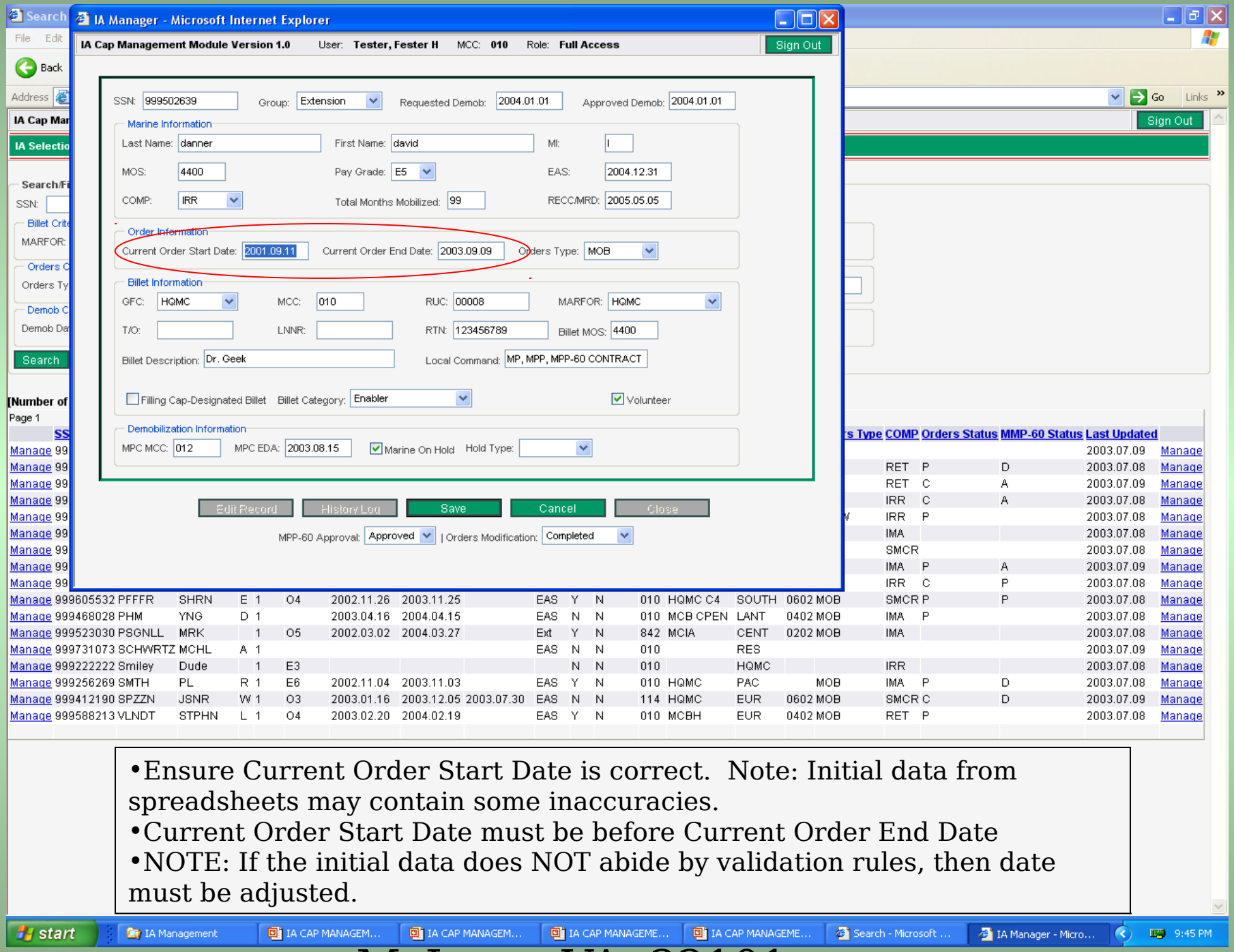
McLean, VA 22101


IA Manager - Microsoft Internet Explorer
IA Cap Management Module Version 1.0 User: Tester, Fester H MCC: 010 Role: Full Access
Sign Out
SSN: 999502639 Group: Extension Requested Demob: 2006.01.01 * Approved Demob:
Marine Information
Last Name: danner First Name: david MI: I
MOS: 4400 Pay Grade: E5 EAS: 2004.12.31
COMP: IRR Total Months Mobilized: 99 RECC/MRD: 2005.05.05
Order Information
Current Order Start Date: 2001.09.11 Current Order End Date: 2003.09.09 Orders Type: MOB
Billet Information
GFC: HQMC MCC: 010 RUC: 00008 MARFOR: HQMC
T/O: LNNR: RTN: 123456789 Billet MOS: 4400
Billet Description: Dr. Geek Local Command: mclean, va
Filling Cap-Designated Billet Billet Category: Enabler Volunteer
Demobilization Information
MPC MCC: 012 MPC EDA: 2001.09.12 Marine On Hold Hold Type: Legal
Edit Record History Log Save Cancel Close
MPP-60 Approval: Approved Orders Modification: Completed
Requested Demob Date: must be before RECC

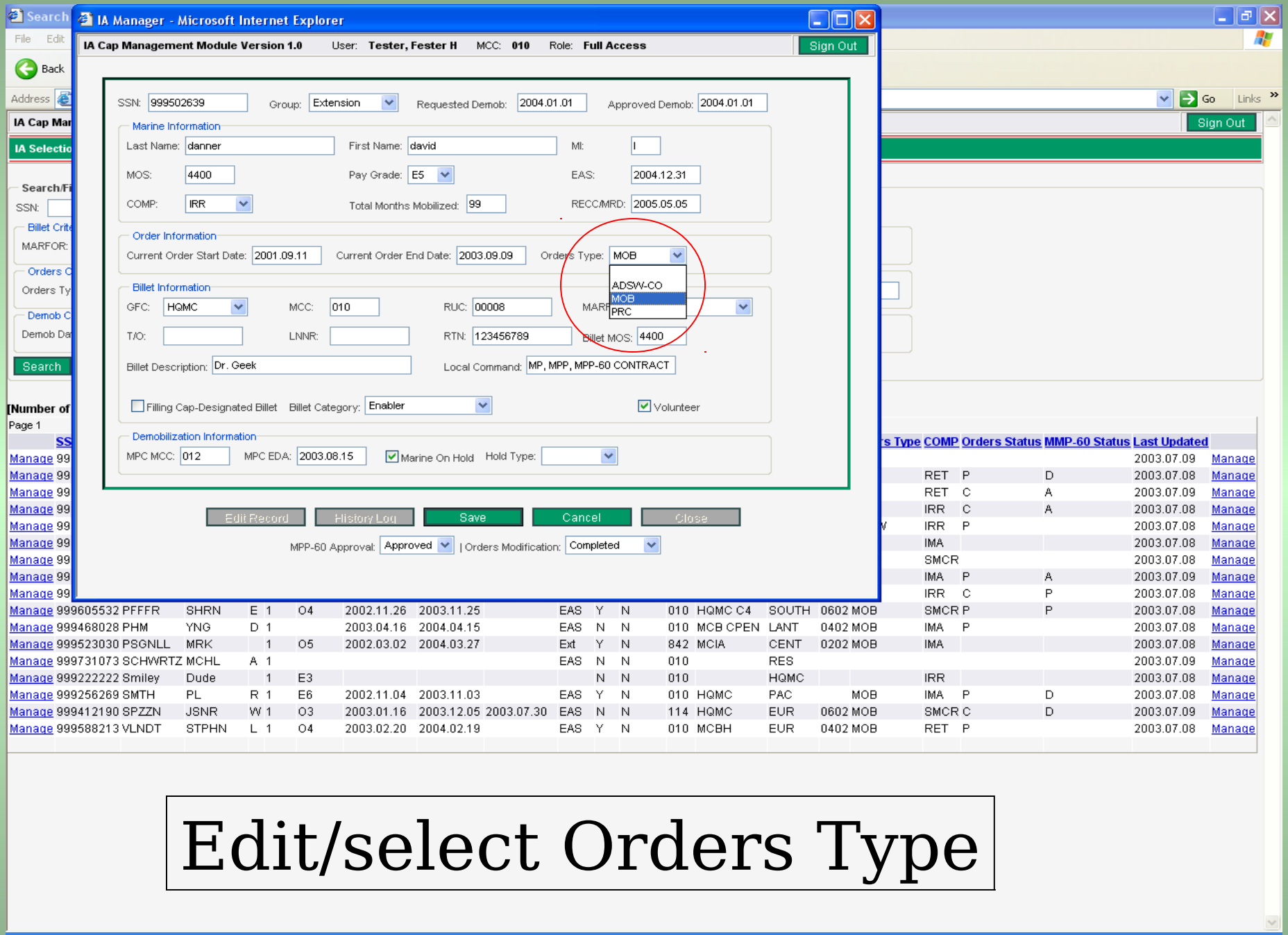
- Input/update “Requested Demob” date
- Requested “Demob Date” MUST be before RECC/MRD (Reserve end of Current Contract/Mandatory Removal Date)
- Must be correct before Record can be saved



- Update/edit Component
- Update Total Months on MOB orders as required
- RECC/MRD was populated from MCTFS



- Ensure Current Order Start Date is correct. Note: Initial data from spreadsheets may contain some inaccuracies.
- Current Order Start Date must be before Current Order End Date
- NOTE: If the initial data does NOT abide by validation rules, then date must be adjusted.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COMP: IRR Total Months Mobilized: 99 RECC/MRD: 2005.05.05
Order Information
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ADSW-CO
MOB
PRC
Billet Information
GFC: HQMC MCC: 010 RUC: 00008
T/O: LNNR: RTN: 123456789 Billet MOS: 4400
Billet Description: Dr. Geek Local Command: MP, MPP, MPP-60 CONTRACT
Filling Cap-Designated Billet Billet Category: Enabler Volunteer
Demobilization Information
MPC MCC: 012 MPC EDA: 2003.08.15 Marine On Hold Hold Type:
Edit Record
History Log
Save
Cancel
Close
MPP-60 Approval: Approved | Orders Modification: Completed

Edit/select Orders Type

- This concludes Training Session 3:

IA Data Entry/Edits for

Marine & Order Info

- Please continue with Training Session 4:

IA Data Entry/Edits for

Orders and Demob Info